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FEDERAL BUREAU OF INVESTIGATION
FOI/PA
DELETED PAGE INFORMATION SHEET
FOI/PA# 1258341-0
Total Deleted Page(s) = 17
Page 6 ~ Duplicate;
Page 22 ~ Duplicate;
Page 26 ~ Duplicate;
Page 30 ~ Duplicate;
Page 66 ~ Duplicate;
Page 67 ~ Duplicate;
Page 71 ~ Duplicate;
Page 74 ~ Duplicate;
Page 82 ~ Duplicate;
Page 83 ~ Duplicate;
Page 84 ~ Duplicate;
Page 87 ~ Duplicate;
Page 88 ~ Duplicate;
Page 90 ~ Duplicate;
Page 93 ~ Duplicate;
Page 98 ~ Duplicate;
Page 100 ~ Duplicate;
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FEDERAL BUREAU OF INVESTIGATION
FOI/PA
DELETED PAGE INFORMATION SHEET
FOI/PA# 1205567-0
Total Deleted Page(s) = 17
Page 6 ~ Duplicate;
Page 22 ~ Duplicate;
Page 26 ~ Duplicate;
Page 30 ~ Duplicate;
Page 66 ~ Duplicate;
Page 67 ~ Duplicate;
Page 71 ~ Duplicate;
Page 74 ~ Duplicate;
Page 82 ~ Duplicate;
Page 83 ~ Duplicate;
Page 84 ~ Duplicate;
Page 87 ~ Duplicate;
Page 88 ~ Duplicate;
Page 90 ~ Duplicate;
Page 93 ~ Duplicate;
Page 98 ~ Duplicate;
Page 100 ~ Duplicate;
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(AT) (F	BI)
From: Sent: To: Subject:	(AT) (FBI) sdav. November 15, 2012 12:26 PM (AT) (FBI) retirement UNCLASSIFIED
Classification: UNCLA	ASSIFIED .
Here are a few photos for the po You'll have to crop a few of them	
DRagon 3.png female_leather_dra gon_armor_by	Dragon Noodles KoreanFlyingDrago restaurant.jpg ns 2.jpg
	=======================================

(AT) (FBI)
From: Sent: To: Subject: AT-All RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Good morning Atlanta Field Office, After more than 25 years of service, Special Agent (SA) has decided to stop chasing boys. LOL!! That is bad boys. LOL!! In doing so, she's requesting your presence at her retirement celebration, Thursday, December 13, 2012 @ 1:00 p.m. Additional information is forthcoming at a later date, but this is a "SAVE THE DATE" email personally requesting the Atlanta Division's help in sending SA off with a fun filled farewell. We look forward to your presence and support on this day honoring an extremely special lady.
Respectfully, Administrative Specialist - Management Analysis Atlanta Field Office

Leadership is the art of accomplishing more than the Science of Management says is possible. By Colin Powell

Classification: UNCLASSIFIED

	(AT) (FBI)	t	6
From: Sent: To: Subject:	(AT) (FBI) Fridav. November 16, 2012 1:22 F (AT) (FBI) RE: flyer done UNCLASSIFIED		
Classificatior	n: UNCLASSIFIED	=======================================	
Yes we got the ne	ws last pight	•	
Public Corruption Atlanta Division	Operations Support Technician		
From: Sent: Friday, Novemb To: Subject: RE: flyer do	(AT) (FBI)		
Classification	n: UNCLASSIFIED	:======================================	
It looks great!! It's now at the Church	out today, but she'll be in Monday. instead of across the street?		
Atlanta Division		b6	

From: AT) (FBI)

Sent: Friday, November 16, 2012 1:05 PM

To: (AT) (FBI) (AT) (FBI)

Subject: flyer done --- UNCLASSIFIED

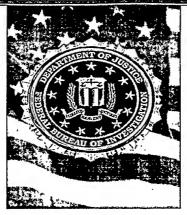
	(AT) (FBI)
From: Sent: To:	(AT)(FBI) Wednesday, November 28, 2012 12:04 PM (AT) (FBI); (AT) (FBI); (AT) (FBI) (AT) (FBI); (AT) (FBI); (AT)
Cc: Subject:	(AT)(FBI); (AT) (FBI); (AT)(FBI) (AT) (FBI) (AT) (FBI) (AT)(FBI) (AT)(FBI) (AT)(FBI) (AT)(FBI) (AT)(FBI) (AT)(FBI)
Classification	: UNCLASSIFIED
needs to be han name besides th day after the ev break down it is	provided me your names regarding you have agreed to assist or retirement celebration. I have compiled a list of things that dled in order to make this event a success. I have also placed your ne item I would appreciate you handling before, the day of, and the vent. Also, if all committee members can assist with set-up and sextremely appreciated. Thanks for your assistance, and I am k with each of you in making this an "AWESOME" day for a very
	RSVP list (for formal invitations to be mailed too.) privide to irement program - tures of you (family photos with her sisters/brothers and forward to ne photos of your nieces & etc (forward to
retirement lette 6. Provide co major cases thr 7. Request yo congratulating y	iblings, close friends and/or significant other to write a er to be included in the souvenir booklet - pies of any letters and/or awards regarding your work on any oughout your bureau career our supervisor's throughout your bureau career to write a letter you on your retirement -
•	SAC Criminal write a retirement congratulation letter -

<u>10. AsH</u> Ito photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.) -
11. Obtain podium w/seal to transport to seventh floor -
12: Obtain four easels from supply, and photo lab make posters: (Get
with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from
Party City: (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee
members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting:
committee members
Day before the event: Would appreciate everyone's assistance
in setting up, and after the event assistance in breaking down.
Day of the event: The following individuals please handle food
prep and set up as noted below:
Drink Stations: Punch/Coffee/Water/Ice -
Vegetable Platters/Cheese Platters:
Fruit Platters/Pasta Salad:
Deserts/Rolls:
Swedish meatballs/Chicken:
· ·
Pigs-n-a-blanket:
If you need to reach out to me for additional assistance, or clarify some of the
above, call me on Ext.
above, can me on ext.
Respectfully,
Administrative Specialist - Management Analysis
Atlanta Field Office



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

(AT) (FBI)
From: Sent: To: Subject: AT)(FBI) Wednesday, November 28, 2012 1:46 PM AT-All RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
From: (AT) (FBI) Sent: Wednesday, November 28, 2012 1:25 PM To: (AT)(FBI) Subject: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
retirementilyer.docx
Operations Support Technician Public Corruption Atlanta Division
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You are cordially invited to attend the retirement celebration for

Special Agent

When: Thursday, December 13, 2012 2:00 pm - 4:00 pm

Where: Briacliff Baptist Church 3039 Briarcliff Road, NE Atlanta, Georgia

Cost: \$10.00

Please join us in roasting (oops) toasting wenty -five year career and to her new life in retirement.

Hors d'oeuvres and beverages will be provided.

Her official last day is December 31, 2012.



Please RSVP, to by December 10th, and let us know if you would like to present, roast, or toast to this occasion.

b6

Congratulatory Letters & Cards
Please send to:
Federal Bureau of Investigation,
Atlanta Division
2635 Century Parkway, NE,
Atlanta, Georgia, 30345

(AT) (FBI)
From: Sent: To: Subject: (AT) (FBI) Wednesday November 28, 2012 2:17 PM (AT) (FBI); (AT) (FBI) RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
Count me in!
From: (AT)(FBI) Sent: Wednesday, November 28, 2012 1:46 PM
To: AT-All Subject: FW: RETIREMENT CELEBRATION UNCLASSIFIED .
Classification: UNCLASSIFIED
From: (AT) (FBI) Sent: Wednesday, November 28, 2012 1:25 PM To: (AT)(FBI) Subject: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
<< File: retirementflyer.docx >>
Operations Support Technician Atlanta Division
Classification: UNCLASSIFIED Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

A9 . .

(AT) (FBI)
From: Sent: To: Subject: [AT) (FBI) Wednesday, November 28, 2012 2:34 PM [AT) (FBI) [AT) (FBI) RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
Please count me in! I will bring \$12 to one of you today or tomorrow. Thanks, Supervisory Foreign Language Program Coordinator Atlanta Division
Translation Request Form Atlanta Foreign Language Program Language Services Section (FBIHQ)
From (AT)(FBI) Sent: Wednesday, November 28, 2012 1:46 PM To: AT-All Subject: FW RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
From: (AT) (FBI) Sent: Wednesday. November 28, 2012 1:25 PM To: (AT)(FBI) Subject: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
retirementflyer.docx
Operations Support Technician
Public Corruption

Htlanta Division
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

(A	T) (FBI)	ъ6
From: Sent: To:	(AT)(FBI) Wednesday, November 28, 2012 4-24 PM (FBI) (FBI) (AT) (FBI) (AT) (FBI);	
Subject:	ÙPDATE RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED	
Importance:	High	
Classification: U	JNCLASSIFIED	
to ensure that at leas tables/chairs have co	nittee, update regarding our expenditures so far for the event. Currently we need st 100 individuals come and help us celebrate retirement. The ome in at a cost of \$305.00 dollars. In which if 100 people pay the \$12.00 st of \$1200.00. The breakdown is as follows:	b 6
Tables/Chairs per a p Food/Misc. per-a-per Total cost per a pers	son: \$8.95	
	and misc. may run us less than \$895. Too include, any individuals over the rved (rented) will be standing and those funds will be provided to the essentation to SA as the office gift noted a Visa Gift Card will	
Respectfully, Administrative Special Atlanta Field Office	ist - Management Analysis	

"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: (AT)(FBI) Sent: Wednesday, November 28, 2012 12:04 PM To: (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI) Cc: (AT) (FBI) (AT) (FBI); (AT) (FBI))
Subject: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED Classification: UNCLASSIFIED	
Good afternoon, SA provided me your names regarding you have agreed to assis with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed you name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.	ır
1. Create an RSVP list (for formal invitations to be mailed too.) (provide to 2. Create retirement program - 3. Family pictures of you (family photos with her sisters/brothers and mother/father) - (forward to 4. Obtain some photos of your nieces & etc (forward to	
5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet— 6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career.— 7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement— 8. Request ASAC Criminal write a retirement congratulation letter	
2. Create retirement program - 3. Family pictures of you (family photos with her sisters/brothers and mother/father) - 4. Obtain some photos of your nieces & etc 5. Ask your siblings, close friends and/or significant other to write a retirement letter to be included in the souvenir booklet - 6. Provide copies of any letters and/or awards regarding your work on any major cases throughout your bureau career 7. Request your supervisor's throughout your bureau career to write a letter congratulating you on your retirement -	

<u>10. Ask </u>
11. Obtain podium w/seal to transport to seventh floor -
12: Obtain four easels from supply, and photo lab make posters: Get
with me regarding the poster information) 13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from
Party City: (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee
members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting:
committee members
Day before the event: Would appreciate everyone's assistance
in setting up, and after the event assistance in breaking down.
Day of the event: The following individuals please handle food
prep and set up as noted below:
Drink Stations: Punch/Coffee/Water/Ice -
Vegetable Platters/Cheese Platters:
Fruit Platters/Pasta Salad:
Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:
If you need to reach out to me for additional assistance, or clarify some of the
above, call me on Ext.
Respectfully, ·
Administrative Specialist - Management Analysis
Atlanta Field Office

	evice Independent Bitmap) >> faccomplishing more than the Science of Management says is possible."	By Colín
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Classification:	UNCLASSIFIED .	
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Classification:	UNCLASSIFIED	

Also, the food and misc. may run us less than \$895. Too include, any individuals over the initial 100 seats reserved (rented) will be standing and those funds will be provided to the

be purchased).
Respectfully,
Administrative Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
From: (AT)(FBI) Sent: Wednesday, November 28, 2012 12:04 PM To: AT) (FBI) (AT) (FBI); (AT) (FBI) Cc: (AT) (FBI) Subject: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED
Good afternoon. SA provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed you name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.
1. Create an RSVP list (for formal invitations to be mailed too.) (provide to 2. Create retirement program -

Pigs-n-a-blanket:
If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.
Respectfully,
Administrative Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> *Leadershíp is the art of accomplishing more than the Science of Management says is possible.* By Colin Powell
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

	(AT) (FBI)
From: Sent: To:	(AT) (FBI) Thursday November 29, 2012 8:59 AM (AT) (FBI): (AT) (FBI
Subject:	(AT)(FBI) AT) (FBI) (AT)(FBI) (AT)(FBI) RE: UPDATE RE RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification:	UNCLASSIFIED
I'll try to find my beach part of the celebration	photos from way back, including riding the red weenie. I'm sure she would want that as
From: Sent: Wednesday, Nove To (AT) (FBI) (AT)(FBI); (FBI); (FBI); Subject: RE: UPDATE F UNCLASSIFIED	(AT)(FBI); (AT) (FBI); (AT) (F
Classification:	UNCLASSIFIED
Looks good thanks.	
If anyone knows of spea If anyone has any good	kers for the luncheon, let me know. photos ofalso let me know.
Thanks much.	
	(AT)(FBI) ember 28, 2012 4:24 PM (AT) (FBI); (AT) (FBI) (AT) (FBI) RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA

Classification: UNCLASSIFIED		
to ensure that at least 100 individuals	f \$305.00 dollars. In which if 100 people pay the \$12.00	
Tables/Chairs per a person cost: Food/Misc. per-a-person: Total cost per a person:	\$3.05 \$8.95 \$12.00	
·	n us less than \$895. Too include, any individuals over the lbe standing and those funds will be provided to the last the office gift hoted a Visa Gift Card will	
Respectfully, Administrative Specialist - Management. Atlanta Field Office	Analysís	b6
<< OLE Object: Picture (Device Independent Bit "Leadership is the art of accomplishing mo Powell	map)>> The than the Science of Management says is possible. By Colin	
From: (AT)(FBI) Sent: Wednesday, November 28, 2012 12:04 P To: (AT) (FBI); (FBI) (AT) (FBI); (AT)(FBI); (AT)(FBI); Cc: (AT) (FBI) Subject: RETIREMENT CELE	M (AT) (FBI) (AT) (FBI) (AT) (AT) (AT) (AT) (AT) (AT) (AT) (AT	
Classification: UNCLASSIFIED	=======================================	

Good afternoon,

Day before the event: Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

Day of the event: the following individuals please handle food
prep and set up as noted below:
Drink Stations: Punch/Coffee/Water/Ice -
Vegetable Platters/Cheese Platters:
Fruit Platters/Pasta Salad:
Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:
If you need to reach <u>out to me</u> for additional assistance, or clarify some of the
above, call me on Ext.
Respectfully,
Administrative Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
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======================================
Classification: UNCLASSIFIED

	AT) (FBI)
From: Sent: To:	(AT)(FBI) Thursday. November 29, 2012 9:00 AM (AT) (FBI);
Subject:	(FBI); (AT)(FBI); (AT)(FBI); (AT)(FBI); (AT)(FBI); (AT)(FBI) RE: UPDATE RE RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification:	UNCLASSIFIED
AWESOMEIII	
Respectfully,	
Atlanta Field Office	alíst - Management Analysís of accomplíshing more than the Science of Management says is possible.* By Colin
Sent: Thursday, Novemb	AT) (FBI); (AT) (FBI) (FBI) (AT) (FBI) (F
CTASSITICACION:	======================================
I'll try to find my beach p part of the celebration	photos from way back, including riding the red weenie. I'm sure she would want that as

From: (AT) (FBI)			
Sent: Wednesday, November 28, 2012 5:41 PM To: (AT)(FBI);	(AT) (FBI);	(AT) (FBI);	
(AT) (FBI)	(AT) (FBI);	(AT) (FBI);	
(AT)(FBI); (AT)(FBI); (AT) (FBI)	(AT) (FBI);	(AT)(FBI)	(AT)
Subject: RE: UPDATE RE:	ETIREMENT CELEBRATION P	PRE & POST PLANNING AGENDA	
UNCLASSIFIED			
Classification: UNCLASSIFIED	=======================================	=======	
Looks good thanks.			
If anyone knows of speakers for the luncheon, k	et me know.		
· · · · · · · · · · · · · · · · · · ·	ne know.		
Thanks much.			
manks much.			
		•	
From: (AT)(FBI)	<u>.</u>		
Sent: Wednesday, November 28, 2012 4-24 PM To: (AT) (FBI);	(AT) (FBI)	(AT) (FBI);	(AT)
(FBI); (AT) (FBI);	(AT) (FBI)	(AT) (FBI);	
(AT)(FBI); (AT)(FBI); (AT) (FBI)	(AT) (FBI);	(AT)(FBI)	(AT)
Subject: UPDATE RE:	EMENT CELEBRATION PRE	& POST PLANNING AGENDA	
UNCLASSIFIED Importance: High			
Classification: UNCLASSIFIED			
=======================================		:======	
Good afternoon Committee,			
This is a financial update regarding	-		
to ensure that at least 100 individuals			
tables/chairs have come in at a cost o			12.00
then we have a budget of \$1200,00.	The breakdown is as to	ollows:	
Tables/Chairs per a person cost:	\$3.05		
Food/Misc. per-a-person:	\$8.95		
Total cost per a person:	\$12.00		
	T		
Also, the food and misc. may ru	n us less than \$895. T	oo include, any individuals ove	er the
initial 100 seats reserved (rented) wil	l be standing and those	e fu <u>nds w</u> ill be provided to the	e
Criminal ASAC for presentation to SA	as the office g	nifthoted a Visa Gift Cal	rd will

be purchased).

4. Obtain some photos of your nieces & etc[](forward to	
5. Ask your siblings, close friends and/or significant other to write a	
retirement letter to be included in the souvenir booklet -	
6. Provide copies of any letters and/or awards regarding your work on any	
major cases throughout your bureau career.	
7. Request your supervisor's throughout vour bureau career to write a letter	
congratulating you on your retirement -	
8. Request ASAC Criminal write a retirement congratulation letter -	
9. Request SAC write a retirement congratulation letter.	
10. Ask to photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.)	-
11. Obtain podium w/seal to transport to seventh floor -	
12: Obtain four easels from supply, and photo lab make posters: Get	
with me regarding the poster information)	
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from	
Party City: (Obtain funds from money collected: keep receipt)	
14. Purchase food from Sam's for event on Wednesday at 12noon - committee	
members (will provide list)	
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committee members	
Day before the event: Would appreciate everyone's assistance	e
in setting up, and after the event assistance in breaking down.	
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Vegetable Platters/Cheese Platters:	
Fruit Platters/Pasta Salad:	
Deserts/Rolls:	
Swedish meatballs/Chicken:	
Pigs-n-a-blanket:	

above, call me on Ext.
Respectfully,
Administrative Specialist - Management Analysis
Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell .
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

(AT) (FBI)
From: Sent: Thursday November 29, 2012 11:09 AM To: (AT)(FBI) (AT) (FBI) FW: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
I will attend retirement celebration. Can I bring the check when we come? Thanks!
From: (AT)(FBI) Sent: Wednesday, November 28, 2012 1:46 PM To: AT-All Subject: FW: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
From: (AT) (FBI) Sent: Wednesday, November 28, 2012 1:25 PM To: (AT)(FBI) Subject: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
retirementflyer.docx
Operations Support Technician Public Corruption Atlanta Division

Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

(AT) (FBI)
From: Sent: To: Subject: AT) (FBI) Friday. November 30, 2012 2:06 PM AT) (FBI) RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
I will attend. I'll try to bring the \$ next Fri.
From: AT)(FBI) Sent: Wednesday, November 28, 2012 1:46 PM To: AT-All Subject: FW: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
From: (AT) (FBI) Sent: Wednesday, November 28, 2012 1:25 PM To: (AT)(FBI) Subject: RETIREMENT CELEBRATION UNCLASSIFIED
Classification: UNCLASSIFIED
retirementflyer.docx
Operations Support Technician Public Corruption Atlanta Division
From: (AT) (FBI) Sent: Wednesday, November 28, 2012 1:25 PM To: (AT)(FBI) Subject: RETIREMENT CELEBRATION UNCLASSIFIED Classification: UNCLASSIFIED retirementflyer.docx **Operations Support Technician** Public Corruption**

From: (CO) (FBI) Sent: Fridav. November 30, 2012 3:23 PM To: (AT) (FBI) (AT) (FBI); (AT) Subject: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
Hey, I was talking to

(AT) (FBI)
From: (AT) (FBI) Sent: Friday. November 30, 2012 3:29 PM To: (CO) (FBI) (AT) (FBI); Subject: RE: Gift fol UNCLASSIFIED
Classification: UNCLASSIFIED
LOL this is too funny! I was just about to email to tell her that I remembered something she like a while backand you are right my is about enjoying everyone and having fun!!! Oh and im just gonna say thank you for saving !!!!
Operations Support Technician Public Corruption Atlanta Division
From: (CO) (FBI) Sent: Friday, November 30, 2012 3:23 PM To: (AT) (FBI); (AT) (FBI); (AT) (FBI) Subject: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
Hey, I was talking totoday and I asked her if she thought she was going to get a gift from the Atlanta Office at her party because we have had a discussion about the gifts others have received in the past. She does not know if she is going to get anything, but she has said she really doesn't want people to contribute to a gift card. I agree. We make a lot of money and although I sent and e-mail earlier about a Barnes and Noble gift card to support the Kindle she will get at Christmas, maybe something else would be better said she has mentioned a cut glass vase to at one time, something which was not too expensive, but some memento which she can look at in the future would be better. I don't want to sound like I am asking for some gift for but she really wanted the party to be about the good time she has had in that office and to share the day with everyone. The gift is certainly not the most important part of the day. On the other hand, when I retire I would expect at least to thank me for saving her life at Disney World when I pulled her from that blazing car fire. Really it was nothing. Hope you are well

	(AT) (FBI)	······························		
From: Sent: To: Subject:	Saturday December (CO) RE: Gift for		(AT) (FBI);	(AT)·(FBI);
Classification:	UNCLASSIFIED	~~~=====		
H lagree with you. In fact	t, she mentioned in passi	, ng just the other day she	e would like a vase. If	everyone is in agreement,
I will find a nice one for	her, I have been wanting	to go to the Lenox store	e in Commerce © .	
Sent: Friday, November	CO) (FBI) r 30, 2012 3:23 PM NT) (FBI); UNCLASSIFIED	(AT) (FBI)	(AT) (FBI);	(AT)
Classification:	UNCLASSIFIED	============		
know if she is going to g We make a lot of money Kindle she will get at Ch vase to at one ti future would be better. to be about the good tir most important part of the	use we have had a discus	said she really doesn't wand e-mail earlier about and e-mail earlier about as else would be better. as not too expensive, bu ike I am asking for some fice and to share the day nd, when I retire I would	ers have received in the vant people to contribet a Barnes and Noble grade said she has at some memento white gift for but so y with everyone. The dexpect at least	ne past. She does not bute to a gift card. I agree. gift card to support the mentioned a cut glass ch she can look at in the she really wanted the party gift is certainly not the to thank me for saving
Classification:	UNCLASSIFIED		:========	
	UNCLASSIFIED		:=======	

(A	AT) (FBI)			
From: Sent: To: Subject:	Monday, December 03, (A	AT) (FBI) 2012 11 <u>:18 AM</u> T) (FBI)) (FBI) UNCLASSIFIED	(CO) (FBI)](AT) (FBI);
Classification:	UNCLASSIFIED		======	
	a SWAT plaque. s left from the money coll ou [©] that is).	lected to pay		
From: Sent: Saturday, Decembe To: (CO) (F Subject: RE: Gift for			(AT) (FBI);	(AT) (FBI)
Classification:	UNCLASSIFIED	.========	======	·
ні				
I agree with you. In fact, s I will find a nice one for he		•	vould like a vase. If everyone i n Commerce © .	s in agreement,
Sent: Friday, November 3	(FBI) 0, 201 <u>2 3:23 PM</u> (FBI); UNCLASSIFIED	(AT) (FBI);	(AT) (FBI);	(AT)
Classification:	UNCLASSIFIED	=======================================	=======	
know if she is going to get We make a lot of money a Kindle she will get at Chris	e we have had a discussion anything, but she has said and although I sent and and the strass, maybe something ear, something which was r	on about the gifts others d she really doesn't wan d e-mail earlier about a else would be better. not too expensive, but s	ne was going to get a gift from s have received in the past. Should be something to a gift be said she has mentioned some memento which she can ift for but she really were some memento which she really were some memento which she can but she really were some memento which she really were some some some some some some some som	e does not ft card. I agree. support the I a cut glass

to be about the good time she has had in that office and to share the day with everyone. The gift is certainly not the most important part of the day. On the other hand, when I retire I would expect at least to thank me for saving her life at Disney World when I pulled her from that blazing car fire. Really it was nothing. Hope you are well.	b6
Classification: UNCLASSIFIED	
Classification: UNCLASSIFIED	
Classification: UNCLASSIFIED	

	(AT) (FBI)			
From: Sent: To: Subject:) (FBI) r 03, 2012 12:08 PM (AT) (FBI) (AT) (FBI) UNCLASSIFIED	(AT) (FBI);	(AT)
Classification:	UNCLASSIFIED	=========		
and don't worry about h	ner yelling at you this w		SO, feel free to loosen up a biell at you guys anyway. Let role house now.	
From Sent: Monday, December To: Subject: RE: Gift for	(AT) (FBI) er 03, 2012 11:18 AM (AT) (FBI); UNCLASSIFIE	(CO) (FBI);	(AT) (FBI);	(AT) (FBI)
Classification:	VNCLASSIFIED	=======================================	======	
	er a SWAT plaque. nds left from the mone e you © that is).	y collected to pay	·	
From Sent: Saturday. Decemb To: (CO) Subject: RE: Gift for		(AT) (FBI);	(AT) (FBI)	(AT) (FBI)
Classification: ========	UNCLASSIFIED		======	
_	· · · · · · · · · · · · · · · · · · ·	- -	would like a vase. If everyo	ne is in agreement,
will find a nice one for	ner, I nave been wantir	ng to go to the Lenox store	e in Commerce ☺ .	
From (Co Sent: Friday, November	O) (FBI) : 30, 2012 3:23 PM			
	T) (FBI);	(AT) (FBI);	(AT) (FBI);	(AT)

(FBI) Subject: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
Hey, I was talking to
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
=======================================
Classification: UNCLASSIFIED

(AT) (FBI)
From: CO) (FBI) Sent: Monday. December 03, 2012 1:13 PM To: (AT) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
She is a neat freak, unless it has to do with her stuff. I bet by July 31 st she will be ready to retire.
From: Sent: Monday, December 03, 2012 12:57 PM To: CO) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
'Better to be safe than sorry'in other words, you might want to clean the housejust in case. She didn't say whether she was making a side trip to SC, but you never know ☺
From: (CO) (FBI) Sent: Monday, December 03, 2012 12:08 PM To: AT) (FBI); AT) (FBI); (AT) (FBI) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
I believe is out of the office this week and may be in New York. SO, feel free to loosen up a bit, be yourselves and don't worry about her yelling at you this week. Maybe she doesn't yell at you guys anyway. Let me know if you here she is headed towards South Carolina, if so I should start cleaning the house now.
From: Sent: Monday, December 03, 2012 11·18 AM To: (AT) (FBI); (CO) (FBI); (AT) (FBI); (AT) (FBI); Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
I agree with the vase.

we should have funds left from the money collected to pay For the vase (reimburse you [©] that is).
From (AT) (FBI) Sent: Saturday, December 01, 2012 11:03 AM To: (CO) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI);
Classification: UNCLASSIFIED
ні
I agree with you. In fact, she mentioned in passing just the other day she would like a vase. If everyone is in agreement, I will find a nice one for her, I have been wanting to go to the Lenox store in Commerce ②.
From: (CO) (FBI) Sent: Friday, November 30, 2012 3:23 PM To: (AT) (FBI); (AT) (FBI); (AT) (FBI) (FBI) Subject: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
Hey, I was talking to
Classification: UNCLASSIFIED .
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

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(AT) (FBI)
From: (CO) (FBI) Sent: Monday. December 03, 2012 1:59 PM To: AT) (FBI) Subject: RE: Gift for
Classification: UNCLASSIFIED
Did I ever tell you about the time I saved life?
From: (AT) (FBI) Sept: Monday December 03, 2012 12:57 PM To (CO) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
'Better to be safe than sorry'in other words, you might want to clean the housejust in case. She didn't say whether she was making a side trip to SC, but you never know ©
From (CO) (FBI) Sent: Monday, December 03, 2012 12:08 PM To: (AT) (FBI); (AT) (FBI); (AT) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED .
I believe is out of the office this week and may be in New York. SO, feel free to loosen up a bit, be yourselves and don't worry about her yelling at you this week. Maybe she doesn't yell at you guys anyway. Let me know if you here she is headed towards South Carolina, if so I should start cleaning the house now.
From: (AT) (FBI) Sent: Monday. December 03, 2012 11:18 AM To: (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI)
Classification: UNCLASSIFIED
I agree with the vase. Also s giving her a SWAT plaque.

(AT) (FBI)
From: (CO) (FBI) Sent: Monday December 03, 2012 2:00 PM To: (AT) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
O.K. just checking.
From: (AT) (FBI) Sent: Monday, December 03, 2012 1:59 PM To: (CO) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
Yes, More than once
From: (CO) (FBI) Sent: Monday, December 03, 2012 1:59 PM To: (AT) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
Did I ever tell you about the time I saved ife?
From: (AT) (FBI) Sent: Monday, December 03, 2012 12:57 PM To: (CO) (FBI) Subject: RE: Gift for UNCLASSIFIED
Classification: UNCLASSIFIED
'Better to be safe than sorry'in other words, you might want to clean the housejust in case.
She didn't say whether she was making a side trip to SC, but you never know ©
From: (CO) (FBI) Sent: Monday, December 03, 2012 12:08 PM

To:	(AT) (FBI)	(AT) (FBI);	AT) (FBI)	(AT)
(FBI) Subject: R	E: Gift for UNCLASSII	FIED		
Classif	ication: UNCLASSIFIE	D'	=======	
	is out of the office this wed vorry about her yelling at you this headed towards South Carolina,	s week. Maybe she doesn't y		
From: Sent: Mond To: Subject: R	(AT) (FBI) day, December 03, 2012 11:18 A (AT) (FBI) E: Gift for UNCLASSI	(CO) (FBI);	(AT) (FBI);	(AT) (FBI)
Classif	ication: UNCLASSIFIE	D ===========		
	n the vase. is giving her a SWAT plaque. ould have funds left from the mo se (reimburse you ② that is).	ney collected to pay		,
From: Sent: Satur To Subject: R	(AT) (FBI) rday, December 01, 2012 11:03 A (CO) (FBI); E: Gift for UNCLASSII	(AT) (FBI)	(AT) (FBI);	(AT) (FBI)
Classif	ication: UNCLASSIFIE	D =========		
ні				
	n you. In fact, she mentioned in partice one for her, I have been wa			is in agreement,
From: Sent: Frida To: (FBI) Subject: G	(CO) (FBI) y, November 30, 2012 3:23 PM (AT) (FBI); ift for UNCLASSIFIED	(AT) (FBI);	AT) (FBI);	(AT)

Classification: UNCLASSIFIED
Hey, I was talking to
Classification: UNCLASSIFIED

	(AT) (FBI)	b6
From: Sent: To: Subject:	(AT) (FBI) Wednesday December 05, 2012 9:41 AM (AT) (FBI) Retirement UNCLASSIFIED	
Classification:	UNCLASSIFIED	
Hi,		
I am RSVP'ing yes to want to come to	retirement. I will get you the \$12 asap. Thanks for coordinating and organizing. I also on January 4. Thanks again.	b6
=======================================	=======================================	
Classification:	UNCLASSIFIED	

(AT) (FBI)	, b6
From: (AT) (FBI) Sent: Thursday. December 06, 2012 8:39 AM To: (AT) (FBI) Subject: RSVP UNCLASSIFIED	
Classification: UNCLASSIFIED	
Hey — and I were down this morning to RSVP for party. We gave our \$\$\$ to Pls make sure to add our names to your list and get the \$\$\$ from	b6
Thanks.	
Intelligence Analyst Atlanta Division	

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(AT) (FBI)	b 6
From: Sent: Thursday, December 06, 2012 9:03 AM To: (AT) (FBI) RSVP UNCLASSIFIED	
Classification: UNCLASSIFIED	
No doubt he'll forget. I'll print the email for myself and get the money from	
From (AT) (FBI) Sent: Thursday, December 06, 2012 8:39 AM To: (AT) (FBI) Subject: RSVP UNCLASSIFIED	
Classification: UNCLASSIFIED	
Hey - and I were down this morning to RSVP for party. We gave our \$\$\$ to Pls make sure to add our names to your list and get the \$\$\$ from just in case he forgets.	b 6
Thanks	
Intelligence Analyst Atlanta Division	
==================================	
Classification: UNCLASSIFIED	

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~	6

(A	AT) (FBI)
From: Sent: To: Subject:	(AT) (FBI) Fridav. December 07, 2012 8:41 AM (AT) (FBI) Re UNCLASSIFIED
Classification:	UNCLASSIFIED
will be coming SA Applicant Coordinator	g. I have a conflict that day. Who do we give the money to (write check out to?)

(AT) (FBI)
From: (AT) (FBI) Sent: Fridav. December 07, 2012 10:03 AM To: I(AT) (FBI) Subject: RE: Re UNCLASSIFIED
Classification: UNCLASSIFIED
If you're paying cash, you can route it to me. If you're paying cash, write the check out to (I have an out-of-state bank and they don't have a branch in Ga)
Thanks. Sorry you won't be able to attend
Atlanta Division
From: AT) (FBI) Sent: Friday, December 07, 2012 8:41 AM
To: (AT) (FBI) Subject: Re UNCLASSIFIED
Classification: UNCLASSIFIED
will be coming. I have a conflict that day. Who do we give the money to (write check out to?)
Applicant Coordinator
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

(AT) (FBI)	
From: Sent: To: Subject: (AT) (FBI)	b
Importance: High	
Classification: UNCLASSIFIED	
Good Morning	
I should have sent a "thank you" email to you sooner; Thank you for doing this for I know she appreciates it very much.	
I will be going to Party City this weekend to pick up the plates, cups, forks, and napkins.	
Just wondering if you have a preference for the round 9" plates or square 9" plates? Also, what size for the plastic cups? I was thinking the small clear plastic for the punch and water, but wasn't sure if you wanted me to pick up the smaller Styrofoam cups for the coffee as well.	
I'll purchase the clear plates, clear cups & clear forks as well as the red lunch napkins (not the cocktail/small ones)	
Sorry for being so particular, but I'm one of those that if you tell me 'specifics' of what you want, that's what you'll get (right down to the name brand or style, if you prefer) ⁽³⁾	
Thanks!	
Atlanta Division	
From	o 6
Classification: UNCLASSIFIED	

Good atternoon,	
SA provided me your names regarding you have agreed to assi-	st
with handling her retirement celebration. I have compiled a list of things that	
needs to be handled in order to make this event a success. I have also placed yo	ur
name besides the item I would appreciate you handling before, the day of, and th	1e
day after the event. Also, if all committee members can assist with set-up and	
break down it is extremely appreciated. Thanks for your assistance, and I am	
honored to work with each of you in making this an "AWESOME" day for a very	
special lady.	
1. <u>Create</u> an RSVP list (for formal invitations to be mailed too.)	
provide to	
2. Create retirement program -	
3. Family pictures of you (family photos with her sisters/brothers and	
mother/father) - (forward to	
4. Obtain some photos of your nieces & etc (forward to	٦
, objain some photos of your moose a ore.	
5. Ask your siblings, close friends and/or significant other to write a	
retirement letter to be included in the souvenir booklet	
6. Provide copies of any letters and/or awa <u>rds regarding your work on any</u>	
major cases throughout your bureau career	
7. Request your supervisor's throughout your bureau career to write a letter	
congratulating you on your retirement -	
8. Request ASAC Criminal write a retirement congratulation letter	
9. Request SAC write a retirement congratulation letter.	
10. Ask to photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.)) –
11. Obtain podium w/seal to transport to seventh floor -	
12: Obtain four easels from supply, and photo lab make posters: (Get	
with me regarding the poster information)	
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from	
Party City: (Obtain funds from money collected: keep receipt)	
14. Purchase food from Sam's for event on Wednesday at 12noon - committee	
members (will provide list)	
15. Wrap fork in napkin with red tie and place one at each table setting:	

committee members

Day before the event: Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

Day of the event: The following individuals please handle food
prep and set up as noted below:
Drink Stations: Punch/Coffee/Water/Ice -
Vegetable Platters/Cheese Platters:
Fruit Platters/Pasta Salad:
Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:
If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.
Respectfully,
Aaministrative Specialist - Management Analysís Atlanta Fíeld Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
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(AT) (FBI)
From: Sent: To: Subject: RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED
Thanks for your kind words. Since wants clear plates, cups, and forks can you pick up the 9" clear plates (150), 16 ounce clear cups (150), and a box of clear forks (300) from Sam's Club? Also, can you please pick up 300 black lunch napkins from Party City? If you like you can pick the Styrofoam cups up from the Dollar Store (3 packs = 60 cups). Can you please bring these items on Monday, because two young ladies will be putting them together with a ribbon around them. Thanks again for handling your lead and following up with me. Call me if you need any additional info.
Respectfully,
Administrative Specialist - Management Analysis Atlanta Field Office
"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
From: (AT) (FBI) Sent: Friday, December 07, 2012 10:17 AM To: (AT)(FBI) Subject: RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED Importance: High
Classification: UNCLASSIFIED

Good Morning
I should have sent a "thank you" email to you sooner; Thank you for doing this for I know she appreciates it very much.
I will be going to Party City this weekend to pick up the plates, cups, forks, and napkins.
Just wondering if you have a preference for the round 9" plates or square 9" plates? Also, what size for the plastic cups? I was thinking the small clear plastic for the punch and water, but wasn't sure if you wanted me to pick up the smaller Styrofoam cups for the coffee as well.
I'll purchase the clear plates, clear cups & clear forks as well as the red lunch napkins (not the cocktail/small ones)
Sorry for being so particular, but I'm one of those that if you tell me 'specifics' of what you want, that's what you'll get (right down to the name brand or style, if you prefer) ©
Thanks!
Atlanta Division
From:
Classification: UNCLASSIFIED
Good afternoon, SA provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and

break down it is extremely appreciated. Thanks for your assistance, and I am

special lady.
1. Create an RSVP list (for formal invitations to be mailed too.) (provide to
E Adams we disting a close friends and/on significant athon to units a
5. Ask your siblings, close friends and/or significant other to write a
retirement letter to be included in the souvenir booklet -
6. Provide copies of any letters and/or awards regarding your work on any
major cases throughout your bureau career.
7. Request your supervisor's through <u>out your bureau career</u> to write a letter
congratulating you on your retirement -
8. Request ASAC Criminal write a retirement congratulation letter -
9. Request SAC write a retirement congratulation letter
10. Ask to photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.) -
11. Obtain podium w/seal to transport to seventh floor
12: Obtain four easels from supply, and photo lab make posters:Get
with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from
Party City: (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee
members (will provide list)
15 Wrap fork in napkin with red tie and place one at each table setting:

honored to work with each of you in making this an "AWESOME" day for a very

Day before the event: Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

committee members

Day of the event: The following individuals please handle food prep and set up as noted below:

Drink Stations: Punch/Coffee/Water/Ice -
Vegetable Platters/Cheese Platters:
Fruit Platters/Pasta Salad:
Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:
If you need to reach out to me for additional assistance, or clarify some of the
above, call me on Ext.
Respectfully,
Advisió detrophis de consistinte a description de la consiste de c
Administrative Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >>
"Leadershíp is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
Classification: UNCLASSIFIED
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classification. INCLASSIFIED

	(AT) (FBI)
From: Sent: To:	(AT)(FBI) Friday December 07, 2012 12:26 PM (AT) (FBI) (FBI) (AT) (FBI) (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI);
Subject:	(AT)(FBI); (AT) (FBI); (AT) (FBI) (AT) (FBI) (AT) (FBI) RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification:	UNCLASSIFIED
	first thank each of you for your hard work and dedication to making sure
coming along with h with an update as s	'AWESOME". I wanted to touch base with each of you to see how you're landling your assignments (previous email notes below). Please provide me oon as time permits. Also can you please handle making place cards? Currently the names are as follows:
SAC Mark Giulano ASAC Angela Tobol	n
There are tw return in the office	o or three additional names, but I'll provide them to you upor e on Monday.
Respectfully,	
Administrative Speci Atlanta Field Office	íalíst - Management Analysís

tlanta Field Office	
< OLE Object: Picture (Device Independent Bitmap) >>	,
Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin	n
owell	
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lassification: UNCLASSIFIED	

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(AT) (FBI)
From: Sent: To: Subject: [AT) (FBI) Fridav. December 07. 2012 12:41 PM (AT)(FBI) RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED
Good Afternoon
Thank you for providing me additional information regarding the plates, cups, forks, and napkins.
I will be picking the items up this weekend and will bring them to the office on Monday.
Have a great weekend!
Atlanta Division
From:
Classification: UNCLASSIFIED Good morning Committee, I wanted to first thank each of you for your hard work and dedication to making sure event is "AWESOME". I wanted to touch base with each of you to see how you're coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also,

b
SAC Mark Giulano
ASAC Angela Tobon
There are two or three additional names, but I'll provide them to you upon return in the office on Monday.
Respectfully,
Administrative Specialist - Management Analysis
Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >>
"Leadershíp is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
FONCLE
From: AT)(FBI) Sent: Wednesday, November 28, 2012 12:04 PM
To: (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI);
(AT)(FBI); (AT)(FBI); (AT)(FBI)
Cc: (AT) (FBI) Subject: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
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Classification: UNCLASSIFIED

Good afternoon,
SA provided me your names regarding you have agreed to assist
with handling her retirement celebration. I have compiled a list of things that
needs to be handled in order to make this event a success. I have also placed your
name besides the item I would appreciate you handling before, the day of, and the
day after the event. Also, if all committee members can assist with set-up and
break down it is extremely appreciated. Thanks for your assistance, and I am
honored to work with each of you in making this an "AWESOME" day for a very

special lady.

Drink Stations: Punch/Coffee/Water/Ice -
Vegetable Platters/Cheese Platters:
Fruit Platters/Pasta Salad:
Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:
rigs-n-a-bianker.
If you need to reach out to me for additional assistance, or clarify some of the
above, call me on Ext.
above, can me on ext.
Respectfully,
Administrative Specialist - Management Analysis
Atlanta Fíeld Office
<< OLE Object: Picture (Device Independent Bitmap) >>
"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
Classification: UNCLASSIFIED
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Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

	(AT) (FBI)
From: Sent: To:	(AT) (FBI) Friday December 07 2012 2:11 PM (AT) (FBI) (AT) (FBI) (AT) (FBI) (AT) (FBI) (AT) (FBI); (AT) (FBI);
Subject:	(AT) (FBI) (AT) (FBI) (AT) (FBI); (AT) (FBI) (AT) (FBI); (AT) (FBI) (AT) (FBI) RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification	: UNCLASSIFIED
Thanks for keeping us o	organized on this
Final confirmation and I will probably need he Is available that morni The Hold Harmless Agr The SAC for a second t Highwoods on Monday	eement needed by Highwoods for us to use the space is before ime as they changed the signature line. We will have this at
I have the following wh	no will say a few words:
with SW	/AT plaque presentation
– US A – very few wo SAC – presentation of c	
Is there anyone else we	e know of who will say a few words? Family?
Let me know and I will	put them ion the agenda.
I will have a draft of the We'll go over it then.	agenda on Monday .
Thanks much.	
From: Sent: Fridav. Decembe To: (FBI); (AT)(FBI); (AT) (FBI) Subject: RE:	(AT)(FBI) er 07, 2012 12:26 PM (AT) (FBI);

Good atternoon,
SA provided me your names regarding you have agreed to assist
with handling her retirement celebration. I have compiled a list of things that
needs to be handled in order to make this event a success. I have also placed your
name besides the item I would appreciate you handling before, the day of, and the
day after the event. Also, if all committee members can assist with set-up and
break down it is extremely appreciated. Thanks for your assistance, and I am
honored to work with each of you in making this an "AWESOME" day for a very
special lady.
1. Create an RSVP list (for formal invitations to be mailed too.) (provide to 2. Create retirement program - 3. Family pictures of you (family photos with her sisters/brothers and
mother/father) - (forward to
4. Obtain some photos of your nieces & etc (forward to
- 4. Obtain some photos of your meces a erc
5. Ask your siblings, close friends and/or significant other to write a
retirement letter to be included in the souvenir booklet -
6. Provide copies of any letters and/or awards regarding your work on any
major cases throughout your bureau career
7. Request your supervisor's throughout your bureau career to write a letter
congratulating you on your retirement -
8. Request ASAC Criminal write a retirement congratulation letter -
9. Request SAC write a retirement congratulation letter
10. Ask to photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.) -
11. Obtain podium w/seal to transport to seventh floor
12: Obtain four easels from supply, and photo lab make posters: (Get
with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from
Party City: (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon – committee
members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting:

16. Handle posters:	
•	

Day before the event: Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

Day of the event: The following individuals please handle food prep and set up as noted below: Drink Stations: Punch/Coffee/Water/Ice - Vegetable Platters/Cheese Platters: Fruit Platters/Pasta Salad: Deserts/Rolls: Swedish meatballs/Chicken: Pigs-n-a-blanket:
If you need to reach <u>out to me</u> for additional assistance, or clarify some of the above, call me on Ext
Respectfully, Admínístratíve Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
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(AT) (FBI)
From: (AT) (FBI) Sent: Friday December 07, 2012 2:48 PM To: (AT) (FBI) Subject: RE: Re UNCLASSIFIED
Classification: UNCLASSIFIED
SA Applicant Coordinator
From: (AT) (FBI) Sent: Friday, December 07, 2012 10:03 AM To: (AT) (FBI) Subject: RE: Re UNCLASSIFIED
Classification: UNCLASSIFIED
If you're paying cash, you can route it to me. If you're paying cash, write the check out to (I have an out-of-state bank and they don't have a branch in Ga)
Thanks. Sorry you won't be able to attend .
Atlanta Division
From: AT) (FBI) b6 Sent: Fridav. December 07, 2012 8:41 AM To: (AT) (FBI) Subject: Re UNCLASSIFIED
Classification: UNCLASSIFIED

will be coming. I have a conflict that day. Who do we give the money to (write check out to?)
SA Applicant Coordinator
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

	(AT) (FBI)
From: Sent: To:	(AT)(FBI) Monday. December 10, 2012 8:36 AM (AT) (FBI); (FBI); (AT) (FBI);
Subject:	RE: RETIRÉMENT CELEBRATION PRE & POST PLANNING AGENDA
Importance:	High
Classification:	UNCLASSIFIED
and set the tables us set up the decorpodium over on We can you the table delivery, company and let the cell phone when the Committee o	the arrangements with the table/chair company they have agreed to come up for us on Wednesday on the seventh floor. We'll need individuals to help rations and etc. Also can you please check and see if we can bring the dnesday. Check with at Highwoods to see what time we can access the room for and to decorate on Wednesday. Afterwards can you contact the table em know what time they can deliver the tables/chairs or have them call your ey're in route. The gets a time for that, then we'll set up a time to meet over there.
meet for about .30	tee members who are available Wednesday morning we'll need to try and minutes at the main building to get additional leads to handle regarding d and etc. Thanks everyone for your assistance and I'm sure will be
Respectfully,	
Admínístratíve Speci Atlanta Fíeld Office	íalíst - Management Analysís



"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell

From: (AT) (FBI) Sont: Friday, December 07, 2012 2:11 DM
Sent: Friday, December 07, 2012 2:11 PM To (AT)(FBI); (AT) (FBI); (AT) (FBI);
(AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI);
(AT) (FBI) (AT) (FBI)
Subject: RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED
Thanks for keeping us organized on this
So far the tables are ordered and I will touch base with them on Monday to get a
Final confirmation and how-to for the drop off on Thursday.
I will probably need help to take them off the elevator and to set them up if anyone Is available that morning.
The Hold Harmless Agreement needed by Highwoods for us to use the space is before
The SAC for a second time as they changed the signature line. We will have this at
Highwoods on Monday am. The PowerPoint presentation is almost done and will be ready.
The Fower one presentation is unnost done and will be ready.
I have the following who will say a few words:
ith SWAT plaque presentation
— US Attorney's office
very few words
SAC presentation of creds
Is there anyone else we know of who will say a few words? Family?
Let me know and I will put them ion the agenda.
I will have a draft of the agenda on Monday We'll go over it then.
Thanks much.

Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

Classification: UNCLASSIFIED

	AT) (FBI)
From: Sent: To:	(AT)(FBI) Monday, December 10, 2012 8:48 AM (AT) (FBI); (AT) (FBI); (AT) (FBI) (AT) (FBI); (AT) (FB
Subject:	(AT) (FBI); (AT) (FBI) (AT) (FBI); (AT) (F
Classification:	UNCLASSIFIED
•	e provide the committee with an attendance count? So we can get an ideal ched 100 attendees regarding the budget. Thanks.
Respectfully,	
Atlanta Field Office	dist - Management Analysis faccomplishing more than the Science of Management says is possible." By Colin
	(AT)(FBI) r 10, 2012 8:36 AM AT) (FBI); (AT) (FBI); (A
Classification:	UNCLASSIFIED

There are two or three additional names, but I'll provide them to you upon return in the office on Monday.
Respectfully,
Administrative Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
From:
Classification: UNCLASSIFIED
Good afternoon, SA provided me your names regarding you have agreed to assist with handling her retirement celebration. I have compiled a list of things that needs to be handled in order to make this event a success. I have also placed your name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.
1. Create an RSVP list (for formal invitations to be mailed too.) (provide to

Fruit Platter	rs/Pasta Salad:					
Deserts/Roll	s:			_		
Swedish med	atballs/Chicken:					
Pigs-n-a-blar	ıket:				•	
If you need to re above, call me on	each out to me for Ext.	add	litional assist	ance, or	clarify s	ome of the
Respectfully,						
Atlanta Field Office <- OLE Object: Picture (I	alíst - Management An Device Independent Bitma of accomplíshing more t	p) >>		anagemen	t says is pos	ssíble." By Colín
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Classification:	UNCLASSIFIED	===:	=======		=	
Classification:	UNCLASSIFIED	====		======	=	
Classification:	UNCLASSIFIED	====	========	=====	=	

	(AT) (FBI)
From: Sent: To:	(AT) (FBI) Mondav. December 10, 2012 9:16 AM (AT) (FBI);
Subject:	(AT)(FBI)
Classification	UNCLASSIFIED
actually spells	her name this way, not
From: Sent: Friday. Decembe. To: (FBI); (AT)(FBI) (AT) (FBI); Subject: RE:	(AT)(FBI) (AT) (FBI); (AT) (FBI) (AT) (FBI) (AT) (FBI) (AT) (FBI) (AT) (FBI) (AT) (FBI)
Classification	UNCLASSIFIED
event is coming along with h	nittee, first thank each of you for your hard work and dedication to making sure "AWESOME". I wanted to touch base with each of you to see how you're nandling your assignments (previous email notes below). Please provide me soon as time permits. Also, can you please handle making place cards? Currently the names are as follows:
SAC Mark Giulano ASAC Angela Tobo	n
There are to return in the offic	vo or three additional names, but I'll provide them to you upone on Monday.

Ask your siblings, close friends and/or significant other to write a
retirement letter to be included in the souvenir booklet -
. 6. Provide copies of any letters and/or awa <u>rds regarding your work on any</u>
major cases throughout your bureau career
7. Request your supervisor's throughout your bureau career to write a letter
congratulating you on your retirement -
8. Request ASAC Criminal write a retirement congratulation letter
9. Request SAC write a retirement congratulation letter
<u>10 Ask</u> to photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.) -
11. Obtain podium w/seal to transport to seventh floor -
12: Obtain four easels from supply, and photo lab make posters: (Get
with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from
Party City: (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee
members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting:
16 Handle postons:
16. Handle posters:
Day before the event: Would appreciate everyone's assistance
in setting up, and after the event assistance in breaking down.
Day of the event: The following individuals please handle food
prep and set up as noted below:
Drink Stations: Punch/Coffee/Water/Ice -
Vegetable Platters/Cheese Platters:
Fruit Platters/Pasta Salad:
Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:

b6

If you need to reach out to me for additional assistance, or clarify some of the above, call me on Ext.
Respectfully,
Administrative Specialist - Management Analysis
Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED
Classification: UNCLASSIFIED

(AT) (FBI)
From: Sent: To: Subject: Monday December 10, 2012 9:32 AM 12 12 12 12 12 12 12 1
Classification: UNCLASSIFIED
Good Morning
I'm attending a squad luncheon Wednesday at 12:45pm. I can help decorate in the morning up until the time I need to depart (12:30pm).
By the way, Mission Accomplished (plates, forks, cups, napkins have been purchased and receipts are kept).
I'm going to email to find out how many attendees she has on her list.
Atlanta Division
From (AT)(FBI) Sent: Monday, December 10, 2012 8:36 AM To: (AT) (FBI); (AT) (FBI) (AT) (FBI) (AT) (FBI) (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI) Subject: RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED Importance: High
Classification: UNCLASSIFIED
Good morning Committee, When I made the arrangements with the table/chair company they have agreed to come and set the tables up for us on Wednesday on the seventh floor. We'll need individuals to help us set up the decorations and etc. Also, can you please check and see if we can bring the podium over on Wednesday.
can you check with at Highwoods to see what time we can access the room for the table delivery, and to decorate on Wednesday. Afterwards can you contact the table

company and let them know what time they can deliver the tables/chairs or have them call your cell phone when they're in route.
Committee once gets a time for that, then we'll set up a time to meet over there. Also, those committee members who are available Wednesday morning we'll need to try and meet for about .30 minutes at the main building to get additional leads to handle regarding purchasing the food and etc. Thanks everyone for your assistance and I'm sure will be pleased.
Respectfully,
Administrative Specialist - Management Analysis Atlanta Field Office .
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
From:
Classification: UNCLASSIFIED
Thanks for keeping us organized on this
So far the tables are ordered and I will touch base with them on Monday to get a Final confirmation and how-to for the drop off on Thursday. I will probably need help to take them off the elevator and to set them up if anyone Is available that morning. The Hold Harmless Agreement needed by Highwoods for us to use the space is before The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am. The PowerPoint presentation is almost done and will be ready.
I have the following who will say a few words:

Administrative Specialist - Management Analysis
Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >>
"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
FONCLE
From [AT)(FBI)
Sent: Wednesday, November 28, 2012 12:04 PM
To:(AT) (FBI);(AT) (FBI);
(AT)(FBI); $(AT)(FBI);$ $(AT)(FBI)$
Cc: (AT) (FBI) Subject: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED
Good afternoon,
SA provided me your names regarding you have agreed to assist
with handling her retirement celebration. I have compiled a list of things that
needs to be handled in order to make this event a success. I have also placed your
name besides the item I would appreciate you handling before, the day of, and the
day after the event. Also, if all committee members can assist with set-up and
break down it is extremely appreciated. Thanks for your assistance, and I am
honored to work with each of you in making this an "AWESOME" day for a very
special lady.
1. Create an RSVP list (for formal invitations to be mailed too.)
(provide to
2. Create retirement program -
3. Family pictures of you (family photos with her sisters/brothers and
mother/father) - (forward to
4. Obtain some photos of your nieces & etc (forward to
5. Ask your siblings, close friends and/or significant other to write a
retirement letter to be included in the souvenir booklet -

Respectfully,
Administrative.Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >>
"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell .
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Classification: UNCLASSIFIED
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(AT) (FBI)
From: Sent: To: (AT) (FBI) (AT) (FBI); (AT) (FBI); (AT) (FBI); (AT) (FBI)
Subject: RE RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED .
I have 13 attendees on my list of RSVPs.
From (AT)(FBI) Sent: Monday. December 10, 2012 8:48 AM (AT) (FBI); (AT) (FBI); </td
Classification: UNCLASSIFIED
Good morning Can you please provide the committee with an attendance count? So we can get an ideal as to if we have reached 100 attendees regarding the budget. Thanks.
Respectfully,
Administrative Specialist - Management Analysis Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
From: (AT)(FBI) Sent: Monday, December 10, 2012 8:36 AM To: (AT) (FBI): (AT) (FBI): (AT)

(FBI);	(AT) (FBI);	(AT) (FBI);	(AT) (FBI);	ユ
(AT)(FBI); (AT) (FBI)	AT)(FBI); (AT) (FBI)	(AT) (FBI);	(AT)(FBI);	
Subject: RE:		T CELEBRATION PRE & POST	PLANNING AGENDA UNCLASSIFIED	
Importance: Hig	n			
Classificat	ion: UNCLASSIFIED) :		
Good morning	Committee			
_	·	its with the table/chair	company they have agreed to a	come
	_		floor. We'll need individuals to	
us set up the c	decorations and etc. A	Also,can you please	check and see if we can bring t	he
podium over or	n Wednesday.			
				•
	•	•	t time we can access the room f	or
			ards can you contact the table	Voun
	er them know what timen they're in route.	te they can deliver the	tables/chairs or have them call	youi
cen priorie wrie	in they be introute.			
Commit	tee once gets a ti	me for that, then we'll	set up a time to meet over the	re,
			day morning we'll need to try an	
			itional leads to handle regarding	
purchasing the	e food and etc. Than	ks everyone for your a	ssistance and I'm sure	will be
pleased.				
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Respectfully,				
respect vivig,				
	Specialist - Managemer	rt Analysis		
Atlanta Fíeld O	11108			
<< OLE Object: Pi	cture (Device Independent	Bitmap) >>	dan agentant cour is possible " Pu	Calín
Powell	he art of accomplishing i	nore than the Science of M	lanagement says is possible." By o	20000
From:	(AT) (FBI)			
Sent: Friday, Dec	ember 07. 2012 2:11 PM		(AT) (PDY)	
(AT) (FBI)	(AT)(FBI); (AT) (FBI);	(AT) (FBI); (AT) (FBI)	(AT) (FBI), (AT) (FBI)	
(AT)(FBI);	(AT)(FBI);	(AT) (FBI);	(AT)(FBI);	

(AT) (FBI) Subject: RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
. Classification: UNCLASSIFIED
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I have the following who will say a few words:
with SWAT plaque presentation
– US Attorney's office – very few words SAC – presentation of creds
Is there anyone else we know of who will say a few words Family?
Let me know and I will put them ion the agenda.
I will have a draft of the agenda on Monday We'll go over it then.
Thanks much.
From: AT)(FBI) Sent: Friday, December 07, 2012 12:26 PM To: (AT) (FBI); (AT)
Classification: UNCLASSIFIED
Good morning Committee, I wanted to first thank each of you for your hard work and dedication to making sure event is "AWESOME". I wanted to touch base with each of you to see how you're
coming along with handling your assignments (previous email notes below). Please provide me

for the head table? Currently the names are as follows:
SAC Mark Giulano
ASAC Angela Tobon
There are two or three additional names, but I'll provide them to you upon return in the office on Monday.
Respectfully,
Administrative Specialist - Management Analysis
Atlanta Field Office
<< OLE Object: Picture (Device Independent Bitmap) >>
"Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell
POWELL
From: (AT)(FBI) Sent: Wednesday, November 28, 2012 12:04 PM
To:(AT) (FBI)(AT) (FBI)(AT)
(FBI); (AT) (FBI); (AT) (FBI); (AT)(FBI); (AT) (FBI); (AT)(FBI);
Cc: (AT) (FBI) Subject: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
RETIREMENT CELEBRATION FRE & FOST FLANNING AGENDA ONCLASSITIED
Classification: UNCLASSIFIED
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Good afternoon,
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b6

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(provide to
2. Create retirement program -
3. Family pictures of vou (family photos with her sisters/brothers and
mother/father) - (forward to
4. Obtain some photos of your nieces & etc (forward to
5. Ask your siblings, close friends and/or significant other to write a
retirement letter to be included in the souvenir booklet -
6. Provide copies of any letters and/or awa <u>rds regarding your work on any</u>
major cases throughout your bureau career.
7. Request your supervisor's throughout your bureau career to write a letter
· · · · · · · · · · · · · · · · · · ·
congratulating you on your retirement -
8. Request ASAC Criminal write a retirement congratulation letter -
9. Request SAC write a retirement congratulation letter
10. Ask to photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.) -
11. Obtain podium w/seal to transport to seventh floor -
12: Obtain four easels from supply, and photo lab make posters: (Get
with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from
Party City: (Obtain funds from money collected: keep receipt)
14. Purchase food from Sam's for event on Wednesday at 12noon - committee
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15. Wrap fork in napkin with red tie and place one at each table setting:
16. Handle posters:

Day before the event: Would appreciate everyone's assistance in setting up, and after the event assistance in breaking down.

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Vegetable Platters/Cheese Platters:
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Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:
If you need to reach out to me for additional acciptance on clarify some of the
If you need to reach <u>out to me</u> for additional assistance, or clarify some of the above, call me on Ext.
ABOVE, CAIT THE OIL EXT.
Respectfully,
Administrative Specialist - Management Analysis
<u>Atlanta Field Office</u>
Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin
Powell
Classification: UNCLASSIFIED
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Classification: UNCLASSIFIED
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Classification: UNCLASSIFIED
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Classification: INCLASSIFIED

Classification: UNCLASSIFIED

	(AT) (FBI)
From: Sent: To:	(AT)(FBI) Mondav. December 10, 2012 10:47 AM (AT) (FBI); (AT) (F
Subject:	(FBI); (AT) (FBI); (AT)(FBI); (AT) (FBI) (AT) (FBI) RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification	: UNCLASSIFIED
	opreciate you letting us know. Really wouldn't want her to show up with her g on the place card. ©
Respectfully,	<u> </u>
Administrative Spec Atlanta Field Office	cíalíst - Management Analysís ?
"Leadership is the ar Powell	t of accomplishing more than the Science of Management says is possible." By Colin
From: Sent: Monday, Decem To: (AT) (FBI); (AT)(FBI) (AT) (FBI); Subject: RE:	(AT) (FBI) ber 10, 2012 9:16 AM (AT)(FBI); (AT) (FBI); (AT) (FBI)
Classification	: UNCLASSIFIED
actually spells	her name this way, no

· / /1	BI); BI) T)(FBI); AT) (FBI)	(AT) (FBI); (AT) (FBI) (AT) (FBI); BRATION PRE & POST F	(AT) (FBI); (AT) (FBI); (AT)(FBI); PLANNING AGENDA UNCLAS	(AT)
	hank each of you SOME". I wante g your assignmen time permits.	d to touch base wit nts (previous email Also, an yo	ek and dedication to maki Th each of you to see how notes below). Please pro u please handle making p	v you're vide me
SAC Mark Giulano ASAC Angela Tobon There are two or treturn in the office on M		names, but I'll prov	ide them to you upon	
Respectfully, Administrative Specialist - Atlanta Field Office << OLE Object: Picture (Device "Leadership is the art of accordance)	Independent Bitmap	o) >>	anagement says ís possíble.	* By Colín
From	(AT)(ERI)			

Fent: Wednesday, November 28, 2012 12:04 PM [AT) (FBI); (AT) (FBI) (AT) (FBI);	(AT)
FBI); (AT) (FBI);	
CC: TATY (FBI)	oteten.
RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASS	PILIED
Classification: UNCLASSIFIED	
Good a <u>fternoon,</u>	
SA provided me your names regarding you have agre	
with handling her retirement celebration. I have compiled a list of thi	ings that
needs to be handled in order to make this event a success. I have also	placed your
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break down it is extremely appreciated. Thanks for your assistance, c	
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	1
1. Create an RSVP list (for formal invitations to be mailed too.)	
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	0
retirement letter to be included in the souvenir booklet -	<u> </u>
6. Provide copies of any letters and/or awards regarding your work	on any
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Party City: (Obtain funds from money collected: keep receipt)
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16. Handle posters:
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Deserts/Rolls:
Swedish meatballs/Chicken:
Pigs-n-a-blanket:
If you need to reach out to me for additional assistance, or clarify some of the
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Respectfully,
Respectively,
·
Administrative Specialist - Management Analysis
Atlanta Fíeld Office
CONTENTION OF THE PROPERTY

*Leadershíp ís the art o Powell	of accomplishing more than the Science of Management says is possible." By Colin
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Classification:	UNCLASSIFIED
Classification.	INCLASSIFIED

(AT) (FBI)	be
From: (AT) (FBI) Sent: Monday December 10, 2012 11:22 AM To: (AT) (FBI) Subject: UNCLASSIFIED	
Classification: UNCLASSIFIED	
Hello retirement. Let me get the money during lunch break, and will give it to you. Thanks!	
Special Agent FBI Atlanta Division	

(AT) (FBI)	
(AT) (FBI) (BEI) (AT) (FBI) (AT) (FB	
Classification: UNCLASSIFIED	,
hanks! Got you down ©	
From: AT) (FBI) Sent: Monday, December 10, 2012 11:22 AM To: (AT) (FBI) Subject: UNCLASSIFIED	
Classification: UNCLASSIFIED	
dello b6	
will be attending retirement. Let me get the money during lunch break, and will give it to you.	
hanks!	
Special Agent FBI Atlanta Division	
lassification: UNCLASSIFIED	
.assilication:	
Classification: UNCLASSIFIED	

b6

(AT)(FBI)

Sent: Monday, December 10, 2012 8:36 AM

From

To	(AT) (FBI) (AT) (FBI);	(AT) (FBI): AT) (FBI)	(AT) (FBI); (AT) (F <u>BI);</u>	(AT)
(AT)(FBI) (AT) (FBI) Subject: RE:	AT)(FBI) (AT) (FBI)	(AT) (FBI);	(AT)(FBÌ) F PLANNING AGENDA UNCLA	SSIFIED
Importance: High	KETIKEMEN	TI CELEBRATION FRE & FOS	L LEVINING AGENDY ONCEY	3311 12.0
Classificatio	on: UNCLASSIFIEI) 	======	
and set the table	ade the arrangement es up for us on Wec corations and etc.	lnesday on the seventh	r company they have agre floor. We'll need individu check and see if we can l	ials to help
the table deliver company and let	ry, and to decorate	on Wednesday. Afterv	t time we can access the vards can you contact the tables/chairs or have the	table
Also, those commeet for about .	mittee members who .30 minutes at the r	o are available Wednes nain building to get add	l set up a time to meet ove day morning we'll need to litional leads to handle reg ssistance and I'm sure	try and
Respectfully,				
Administrative S _j Atlanta Fíeld Offi	pecialist - Manageme ice	nt Analysis		
	ure (Device Independent art of accomplishing i		management says ís possíble	r." By Colín
From Sent: Friday, Decem To: (AT) (FBI)	(AT) (FBI) ber 07, 2012 2:11 PM (AT) (FBI);	(AT) (FBI)	(AT) (FBI):	·

(AT)(FBI); (AT)(FBI); (AT)(FBI);
(AT) (FBI) (AT) (FBI) Subject: RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED
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Thanks for keeping us organized on this
So far the tables are ordered and I will touch base with them on Monday to get a
Final confirmation and how-to for the drop off on Thursday. I will probably need help to take them off the elevator and to set them up if anyone
Is available that morning.
The Hold Harmless Agreement needed by Highwoods for us to use the space is before
The SAC for a second time as they changed the signature line. We will have this at Highwoods on Monday am.
The PowerPoint presentation is almost done and will be ready.
I have the following who will say a few words:
Thave the following who will say a few words.
with SWAT plaque presentation
— US Attorney's office
– very few words
SAC – presentation of creds
Is there anyone else we know of who will say a few words: Family?
Let me know and I will put them ion the agenda.
I will have a draft of the agenda on Monday
We'll go over it then.
Thanks much.
From: AT)(FBI) Sent: Friday, December 07, 2012 12:26 PM
To:(AT) (FBI);AT) (FBI):(AT) (FBI):(AT)
(FBĪ); (AT) (FBI); (AT) (FBI);
(AT) (FBI) (AT) (FBI)
Subject: RE: RETIREMENT CELEBRATION PRE & POST PLANNING AGENDA UNCLASSIFIED
Classification: UNCLASSIFIED
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Good morning Committee,
I wanted to first thank each of you for your hard work and dedication to making sure
event is "AWESOME". I wanted to touch base with each of you to see how you're

coming along with handling your assignments (previous email notes below). Please provide me with an update as soon as time permits. Also can you please handle making place cards	6
for the head table? Currently the names are as follows:	
SAC Mark Giulano	
ASAC Angela Tobon	
There are two or three additional names, but I'll provide them to you upon return in the office on Monday.	
Respectfully,	
Administrative Specialist - Management Analysis Atlanta Field Office	
<< OLE Object: Picture (Device Independent Bitmap) >> "Leadership is the art of accomplishing more than the Science of Management says is possible." By Colin Powell	
From: (AT)(FBI) Sent: Wednesday, November 28, 2012 12:04 PM	
To:	
Classification: UNCLASSIFIED	
Good afternoon, SA provided me your names regarding you have agreed to assist	
with handling her retirement celebration. I have compiled a list of things that	
needs to be handled in order to make this event a success. I have also placed your	

name besides the item I would appreciate you handling before, the day of, and the day after the event. Also, if all committee members can assist with set-up and break down it is extremely appreciated. Thanks for your assistance, and I am honored to work with each of you in making this an "AWESOME" day for a very special lady.

1. Create an RSVP list (for formal invitations to be mailed too.)
(provide to
2. Create retirement program -
3. Family pictures of you (family photos with her sisters/brothers and
mother/father) - (forward to
4. Obtain some photos of your nieces & etc (forward to
5. Ask your siblings, close friends and/or significant other to write a
retirement letter to be included in the souvenir booklet -
6. Provide copies of any letters and/or awa <u>rds regarding yo</u> ur work on any
major cases throughout your bureau career
7. Request your supervisor's throughout your bureau career to write a letter
congratulating you on your retirement -
8. Request ASAC Criminal write a retirement congratulation letter -
9. Request SAC write a retirement congratulation letter
10. Askto photograph the event. (Dec. 13, 2012 @ 1:30 p.m 4:30 p.m.) -
11. Obtain podium w/seal to transport to seventh floor -
12: Obtain four easels from supply, and photo lab make posters: (Get
with me regarding the poster information)
13. Purchase 120 clear plates (9"), cups & forks, and red (lunch) napkins from
Party City: (Obtain funds from money collected: keep receipt)
14. Purchase food from for event on Wednesday at 12noon - committee
members (will provide list)
15. Wrap fork in napkin with red tie and place one at each table setting:
16. Handle posters: